

**APPROVED 09/03/2019**  
**REGULAR MEETING**  
**MINUTES**

**AUGUST 19, 2019**

**THE REGULAR MEETING OF THE RICHMOND CITY COUNCIL WAS CALLED TO ORDER AT 6:00 P.M., ON MONDAY, AUGUST 19, 2019, BY MAYOR RIX.**

**ROLL CALL**

Present: Allen, Greene (6:06 pm), LaFore, Misteravich, Reindel, Rix, Warn

Absent: None

Others: City Manager Moore, City Clerk Stagl

Visitors: Police Chief Teske, DPS Director Goetzinger, City Planner Jeschke, Steve Langedger, Jeff Horn, Nathan Ryan

**APPROVAL OF MINUTES**

Motion by **Warn**, seconded by **Allen**, to approve the minutes of the August 5, 2019, regular meeting as presented.

All yeas

**Motion passes**

**AUDIENCE PARTICIPATION**

None.

**ADOPTION OF AGENDA**

Motion by **Warn**, seconded by **Allen**, to adopt the agenda as amended:

Under Other Business – Add: Consideration of Approving the Non Affiliated and Department Directors Salary Increase

All yeas

**Motion passes**

**CONSENT AGENDA**

- a) Receive and File DPW Activity Report for July 2019
- b) Receive and File City Clerk's Activity Report for July 2019
- c) Receive and File City Planner's Activity Report for July 2019
- d) Receive and File Treasury and Money Market Report for July 2019
- e) Receive and File Investment CD Report for July 2019
- f) Receive and File Code Enforcement Activity Report for July 2019
- g) Receive and File Library Activity Report for July 2019
- h) Receive and File Cable TV Services Activity Report for July 2019
- i) Receive and File Police Department Statistics for July 2019
- j) Receive and File Arrest Code Count Report for July 2019
- k) Receive and File Offense Count Report for July 2019
- l) Receive and File Ticket Offense Report for July 2019
- m) Receive and File Traffic Accident Report for July 2019
- n) Receive and File Call Flow Report for July 2019
- o) Receive and File Burn Permit Report for July 2019
- p) Receive and File Revenue and Expense Report for July 2019
- q) Approval of Schedule of Bills dated August 15, 2019, in the amount of \$ 719,812.76

Motion by **LaFore**, seconded by **Misteravich** to adopt the Consent Agenda as presented.

All yeas

**Motion passes**

**PUBLIC HEARING**

**1. Resolution 2019-16 and IFT Request**

City Manager Moore informed Council that part of the City of Richmond's Industrial Facilities Tax Exemption Police was to hold a public hearing on an Industrial Facilities Exemption Certificate (IFT) that is received.

The application for Holan Holding, LLC (doing business as Masters Machine), was discussed at the July Quarterly Roundtable. Administration has reviewed their application and has determined that it meets the requirements of the City's Policy.

Motion by **Reindel**, seconded by **Warn**, to open the Public Hearing for Resolution 2019-16, a Resolution Establishing an Industrial Development District and the Industrial Facilities Exemption Certificate (commonly referred to as an IFT) for Holan Holdings, LLC (doing business as Master Machine) at 6:04 p.m.

All yeas

**Motion passes**

No written or verbal comments were received.

Motion by **Allen**, seconded by **Warn**, to close the public hearing at 6:05 p.m.

All yeas

**Motion passes**

**ITEMS FOR CONSIDERATION**

**1. Consideration of Resolution No. 2019-16 and IFT Request**

City Manager Moore informed Council that Masters Machine did not file their IFT paperwork in time. The State Tax Commission was contacted and they recommended that the City act on the IFT Request and forward the application to the STC. The STC and MEDC will make a determination on the application.

Council has the right to vary the length of the abatement from 1 to 12 years. The abatement would reduce the property owner's tax liability by 50% on all taxing authorities other than the State Education Tax. Administration is recommending an abatement for 12 years.

Motion by **LaFore**, seconded by **Misteravich**, to approve Resolution 2019-16: A Resolution Establishing an Industrial Development District; and the agreement dated August 19, 2019 with Masters Machine outlining the conditions of the Industrial Facilities Exemption for a period of 12 years.

All yeas

**Motion passes**

**2. Consideration of the Second Reading and Adoption of Ordinance No. 148-2/Amendments to Cross Connections**

Motion by **Allen**, seconded by **Warn**, to approve the second reading and adoption of Ordinance No. 148-2 for the protection of the public water supply from cross connections.

All yeas

**Motion passes**

**3. Adoption of Cross Connection Control Program**

Motion by **Reindel**, seconded by **Warn**, to approve the Cross Connection Control Program document as presented.

**Discussion on motion:**

Council discussed that the new State requirements that recommended that the City begin to inspect all residential properties for cross connections at least every 10 years. This is a significant undertaking for the City that could create additional expense.

The consensus of council was to forward to our State Representative this unfunded mandate.

**Vote on motion:**

All yeas

**Motion passes**

**4. Consideration of West Richmond Subdivision Condominium Construction Plan Approval**

City Manager Moore informed Council that for a site condominium development, condominium construction plan review is considered the equivalent of a final plat review for Subdivisions. The final plat review is the final step in the platting of a subdivision.

The applicant has submitted copies of the recorded condominium documents such as the master deed and covenants, conditions and restrictions.

Administration was recommending approval.

Motion by **LaFore**, seconded by **Misteravich**, to approve the Condominium Construction Plan for the West Richmond Condominium Development consisting of 54 lots on 25.5 acres of property located at the western terminus of Woodside Drive, Richwood Lane, and Diane Lane.

All yeas

**Motion passes**

**5. Consideration of Board Appointment**

Motion by **Greene**, seconded by **Warn**, to appoint Marilyn Frank to the Tax Assessment Board of Review to fill a vacant term with an expiration date of December 31, 2020.

All yeas

**Motion passes**

**6. Consideration of Designating an MML Voting Delegate and Alternate Voting**

**Delegate**

Council was in agreement that most of the sessions being held this year at the MML Convention would not pertain to the City, therefore, no one would be attending the Convention.

Motion by **Rix**, seconded by **Reindel**, to designate Mayor Pro-Tem Mike Misteravich as the City's MML Representative for a period of 1-year.

All yeas

**Motion passes**

**7. Consideration of Bid Award/DPW Fencing**

Motion by **Reindel**, seconded by **Allen**, to authorize the expense of \$12,900.00 for completion of the 2019 DPW Fence project by Nationwide Fence with the expenses charged to the appropriate line items in the General, Major Street, Local Street, Sanitary Sewer, Water and TIFA Funds.

All yeas

**Motion passes**

**8. Consideration of Bid Award/DPW Concrete Repairs**

Motion by **Allen**, seconded by **Warn**, to authorize the expense of \$13,700.00 for completion of the 2019 DPW Concrete project by GM & Sons with expenses charged to the appropriate line items in the General, Major Street, Local Street, Sanitary Sewer, Water and TIFA Funds.

All yeas

**Motion passes**

**9. Consideration of Bid Award/Overband Crack Filling**

Motion by **Allen**, seconded by **LaFore**, to award the 2019 Overband Crack Filling Contract 2019-SR-4 in the amount of \$20,675.30 to Wolverine Crack Sealing with the expenses charged to the appropriate line item in the Major Street and Local Street Funds.

All yeas

**Motion passes**

**MISCELLANEOUS MATTERS FROM THE CITY MANAGER**

Last Thursday attended the last summer concert in the Park. Thanked Senior Helpers for sponsoring this event.

**COUNCIL COMMENTS**

**APPROVED 09/03/2019**

Greene – TAFL begins this Saturday in Port Huron

Misteravich – Reminded Councilors to turn in their City Manager evaluation forms.

Rix – Reminder of upcoming events:

8/28 – TIFA meeting at 7:00 pm

8/31 – Library Closed

9/2 – City Hall, Library and Recreation Center closed for Labor Day

9/3 – Council meeting at 7:00 pm. The City Calendar states that the meeting will be held at the Schoolhouse in Bailey Park – the meeting has been moved back to City Hall.

9/3 – Recreation Board meeting at 7:00 pm

**CLOSED SESSION**

**1. POAM Negotiations**

Motion by **LaFore**, seconded by **Misteravich**, to convene into closed session in accordance with Section 8(c) of the Michigan Open Meetings Act, Public Act 267 of 1976, as amended, for strategy and negotiation sessions connected with the negotiation of a collective bargaining agreement, as requested by Administration.

**A roll call vote was taken:**

All yeas (Greene, LaFore, Misteravich, Reindel,  
Rix, Warn, Allen)

**Motion passes**

Council recessed at 6:35 pm to go into closed session

**OTHER BUSINESS**

Motion by **Reindel**, seconded by **Misteravich**, to reconvene into open session at 6:53 pm.

All yeas

**Motion passes**

**APPROVED 09/03/2019**

Motion by **Reindel**, seconded by **Allen**, to approve the tentative Agreement with POAM – Patrol Officers signed on July 29, 2019.

All yeas

**Motion passes**

Motion by **LaFore**, seconded by **Misteravich**, to approve a 2.5% raise for Department Directors and non-affiliated personnel working more than 20 hours per week annually.

All yeas

**Motion passes**

**ADJOURNMENT**

Motion by **Misteravich**, seconded by **Greene**, to adjourn the Regular Council Meeting at 6:55 p.m.

All yeas

**Motion passes**

Respectfully submitted:

Karen Stagl  
City Clerk